

Chairman: Cllr Jim Devlin

30th May 2019

Dear Councillor,

You are summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held in **The Coach House, Crown Yard on Thursday 6th June 2019** commencing at **7.00 p.m.** when the undermentioned business is proposed to be transacted.

Yours faithfully,

Deborah Tonkiss
Town Clerk

Councillors: A Adshead, J Clark, M Dear, J Devlin, M Moore, C Roberts, M Roessler, G Talbot, A Talboys, F Tomlin and J Tutton

AGENDA

1. **Election of Chairman for municipal year 2019-20**
2. **Apologies for absence**
3. **Appointment of Vice-Chairman**
4. **Members to declare an interest with regard to items on the Agenda**
5. **Public participation session with respect to items on the agenda and other matters that are of mutual interest**

Members of the public to be invited to speak on any matters contained within the agenda and which are of mutual interest.

6. **Minutes of the Previous Meeting held on 18th April 2019**

To receive and consider the minutes of the meeting held on 18th April 2019

(copy previously circulated)

7. **Financial Report**

(a) Income and Expenditure by Committee 1st April 2019 - 30th May 2019

(copy herewith)

(b) Payments 1st April to 30th May 2019

(copy herewith)

(c) Bank Account Balances @ 30.5.19

(copy herewith)

8. Donation/Grant Requests

Members to consider the following donation/grant requests:

- (a) Mayflower High School - £80 towards their annual awards evening
- (b) Open Spaces Society - donation request for their 'Help Save Public Highways on Common Land' appeal **(appeal letter attached)**
- (c) Billericay Society - £70 to purchase 5 litres of Danish Oil to repaint three wooden Billericay boundary signs **(application form and accounts attached)**

9. Youth Town Council

To receive and consider the minutes of the meetings held on 7th and 21st May **(herewith)** and 4th June **(to be circulated)**

10. Chantry Way Centre

Members to receive the following:

- (a) an update on the tender evaluation progress
- (b) Finance - the Ministry for Housing Communities and Local Government (MHCLG) has approved a total borrowing of £1,400,000. £1,000,000 to be drawn down by 20th May 2020 and the remaining £400,000 to be drawn down by May 2021. **(confirmation letter attached herewith)**
- (c) Finance - the Town Council were not successful in their grant application to the National Lottery Community Fund.
- (d) Report from Ingleton Wood regarding costs **(copy herewith)**

11. Business Continuity Plan - Annual Review

Members to review and approve the updated Plan **(copy herewith)**

12. Items for Information

a) Rejected Grant Application - members are advised that Billericay United Reformed Church recently submitted a grant request for £500 towards decoration and tiling work. This has been returned to them with an explanation about how LGA 1894 prohibits local councils from giving grants to the Church and suggesting they instead contact the Town's service organisations for funding contributions.

13. Consideration of Material for Press Release/Social Media

14. Questions from the Press and Public

The Public and Press are cordially invited to be present